



Kankakee Valley

PARK DISTRICT

Kankakee Valley Park District

Board Meeting Minutes

March 28, 2022

The Board Meeting was called to order at pm by Commissioner Eads. Those present for roll call (in person or by electronic means) were Commissioner B. Spriggs, M. Matthews, D. Palmer, D. Skelly, R. Eads. Others present (in person or via Zoom): Dayna Heitz, Executive Director, Rick Collins, Superintendent of Building & Grounds, Melissa Woodard, Superintendent of Business (Via Zoom), Kyle Burton, Superintendent of Recreation (via Zoom), Attorney David Freeman. Not present: N/A

Public Present: Neil Piggush (arrived 5:43pm)

Pledge of Allegiance

Public Comment: N/A

COMMUNICATIONS

2 thank you notes in the packet.

CONSENT AGENDA

Consent agenda for Monday, March 28, 2022, consists of public hearing minutes (February 28, 2022), Executive Session minutes (February 28, 2022-not for public view), bills payable for February, and financial statements for February.

A motion to receive consent agenda was made by Commissioner Spriggs, seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, D. Skelly, R. Eads.

A motion to approve board hearing minutes (February 28, 2022) was made by Commissioner Spriggs, seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, D. Skelly, R. Eads.

A motion to approve executive session meeting minutes (February 28, 2022-not for public view) was made by Commissioner Spriggs, seconded by Commissioner Eads. Discussion: Not for

public view. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, D. Skelly, R. Eads.

A motion to approve bills payable (February) was made by Commissioner Spriggs, seconded by Commissioner Matthews. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, D. Skelly, R. Eads.

A motion to approve the financial statements (February) was made by Commissioner Spriggs, seconded by Commissioner Matthews. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Skelly, R. Eads. Nay: D. Palmer

OLD BUSINESS

Ratify consensus to approve the brine filter assembly at Ice Valley in the amount of \$24,295

A motion to ratify consensus to approve the brine filter assembly at Ice Valley in the amount of \$24,295 was made by Commissioner Spriggs, seconded by Commissioner Eads. Discussion: Director Heitz said we went back and looked at the scope. They were able to come lower the labor time. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, D. Skelly, R. Eads.

Harbor feasibility proposal from Piggush Engineering

Proposal included in the board packet. Piggush has put together a design team to analyze the current condition. Included will be some color renderings, surveys. Did visit the site and it is in pretty rough shape. Nothing holding the walls into the bank. The sidewalk has just settled and water keeps pooling there. Don't think it's salvageable. Can certainly reconstruct it but the fix isn't going to be a small endeavor. If you really want to have this as an operable harbor, there will have to be some money invested. Have concerns on the east side wall, that looks to be the next to go. Director Heitz said that is why one of our recommendations is to close the ramp. Mr. Piggush said Hitchcock will help with the design and Albright architects will be involved too. Commissioner Skelly said the harbor has not been ideal but it's been serviceable. Would be very interested in what we can do to make it work and skip the pretty stuff. Lots of people ask why you can't just brace the existing walls? Mr. Piggush doesn't think it's possible to brace something that is already falling away. We have to design something we feel is safe. Commissioner Skelly said when you say Hitchcock design, I see dollar signs. Beautiful pictures and they do great work but would like to see what we have to do to just fix it. Mr. Piggush said we will be looking for grant money. Commissioner Skelly asked if there is no way to use what we have for 3-5 years? Attorney Freeman clarified what the Piggush Engineering proposal is. Looking at what can be done and give the board a couple options for the board to decide one way or the other. Commissioner Skelly asked if sheet piling could be pounded in to hold them

from falling in. Mr. Piggush said you wouldn't be using the concrete anymore; you'd be using sheet piling. Commissioner Skelly said then you have a harbor and the concrete won't fall in then. Mr. Piggush said sheet piling will be one of our options but will provide all options. Don't have an answer for you right now. Commissioner Skelly thinks this could be a short-term fix and has spoken to Mayor Watson who told him about an auction site to purchase sheet piling for approximately \$85,000.00. We can buy it and pound it in ourselves.

Recommendations by Piggush Engineering relating to Harbor

A motion to approve the recommendations by Piggush Engineering relating to the harbor was made by Commissioner Spriggs, seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Skelly, R. Eads. Nay: D. Palmer

Feasibility study by Piggush Engineering relating to harbor

A motion to approve the harbor feasibility proposal from Piggush Engineering, not to exceed \$50,000, for the harbor was made by Commissioner Spriggs, seconded by Commissioner Eads. Discussion: Commissioner Skelly said 95% of the boats are launched at that site, when will this study be done. Mr. Piggush will provide a timeframe to Director Heitz. Probably 4-5 weeks out on survey work but do have some front-end things we can do. Should be 8-12 weeks after survey. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, R. Eads. Nay: D. Palmer, D. Skelly.

NEW BUSINESS

Discussion of school year classroom lease

Director Heitz said Kyle has been working with a woman who wants to start a Montessori class at the Rec Center. It would be a 9-10 month lease using one classroom. We would like to move forward with this. It's priced \$500 a week and they wouldn't have keys to the facility but would use it while staff is already present. We would be listed as additional insured. Commissioner Palmer asked how many square feet this would be? Seems the price is very low. Director Heitz said we based it on the normal rental fee. They are looking to grow their program and we have discussed other locations. Commissioner Palmer asked if we can we look at what others are charging? Director Heitz will look into this. Commissioner Eads said it would vary what is charged based on the facility. This seems to be bare bones because it's just the room and common areas. Director Heitz said they can come in and run around during the normal designated children's time in the gym and will use the classroom and bathroom. Attorney Freeman clarified that all you are asking for is if the board is ok with this. Commissioner Spriggs asked if there is other rental space available? Director Heitz said there is a larger classroom but we use it that room. When the Quarry building is done that would be another option or Jeffers. Commissioner Palmer wanted to know how much churches charge? Director Heitz isn't sure

and hasn't checked into it. Attorney Freeman clarified what Commissioner Palmer is asking, to find out if it's a fair price. Commissioner Spriggs said it's \$500 more than what we would have had. Rick will get the square footage of the room. Commissioner Skelly is for the \$500 and it's steady income. Just saying we need to look beyond since we will be using more utilities than normal. Commissioner Palmer said there are other costs that are buried in these kinds of things that we need to look at. Commissioner Skelly thinks things vary based on who it is and the circumstance. Just think we need to globally apply this as we go through the district.

KVBC Parking/Wi-Fi Agreement

A motion to approve the KVBC parking/Wi-Fi agreement was made by Commissioner Spriggs, seconded by Commissioner Eads. Discussion: Commissioner Spriggs asks if we will still charge the boat club for the parking agreement. Director Heitz said the boat club has always had an agreement and, in the past, they would pay to allow their members to park there in exchange for a fee. Last year when we did the cameras, they are providing the Wi-Fi for us in exchange for the parking agreement. We are asking for this to be extended for 3 years so we don't have to come back every year. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, R. Eads. Abstain: D. Skelly

Ordinance #2.20 authorizing the disposition of personal property owned by the Kankakee Valley Park District

A motion to approve the Ordinance #2.20 authorizing the disposition of personal property owned by the Kankakee Valley Park District was made by Commissioner Spriggs, seconded by Commissioner Eads. Discussion: Director Heitz said pictures are provided of the items. Do want to include them in our sale. We are still cleaning out and will have more items. Items that don't sell will go to scrap or will be disposed of. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, D. Skelly, R. Eads.

STAFF REPORTS

Superintendent of Buildings/Grounds

Rick Collins: Started the flooring at Goselin and Jeffers. Have hired 2 people for River Road that will assist Bob. Hired someone today who will be in maintenance. Received the new batteries for the zam.

Superintendent of Business

Melissa Woodard: Been posting our open positions on multiple sites. Reviewing our current budget in preparation for next budget. Working on the liquor license with the state for Rec Center and Ice Valley.

Superintendent of Recreation

Kyle Burton: Spring programs are up and running. Interviewing for Splash Valley. Slow pitch softball starts next week.

Executive Director

Dayna Heitz: Kyle and I have been researching the metal cleat issue at River Road. Staff spends a lot of time repairing damage caused by them. It's a substantial amount and this could go towards something else we need. Some park districts allow and some don't. We went through this several years ago and they were adamant about keeping them. Wanted to see board's thoughts on this, even though it's an operational decision. We won't please everyone and want to make sure the board is on the same page in case there are complaints. Showed pictures of the surplus vehicles. Will take highest bid and present to board on April 25th. Still waiting to hear if Bill 3050 is approved. A new staff member is starting tomorrow at Bird Park front desk. The Ladybug competition is coming up at Ice Valley. This will be a major rental for us. Will have a meeting on the 30th with Senator Joyce.

COMMITTEE REPORTS

KCCVB:

Commissioner Matthews: Hotel income has been good. Looking for a place to move into. Worked with Olivet for a tournament. Finished the visitor guide that will be coming out.

Historical Society

Commissioner Eads: Met last week. Talked about the column gardens and who is going to maintain it. Going to meet with the horticulture group at the college and see if they are interested. Looking to purchase 2 benches.

SRA

Commissioner Eads/Palmer: Had our regular meeting and Tom is retired May 31st so went into Executive Session. Received 5 resumes. Board selected 2 for interviews. Looking to see if we have the funds for any overlapping training.

KRS

Commissioner Eads/Director Heitz: Progress 2022 was a piece in the paper about what is going on in the future. Want to thank this board for supporting this and we are moving to the next step in hiring an executive director.

COMMISSIONERS FORUM

Commissioner Palmer said KCC puts something out similar to our brochure and ours is beautiful. Would like the price comparison on the paper we use versus the newspaper type that

KCC uses. Are we limiting our distribution? Director Heitz said the district used to print 10,000 and mail. This time we printed less than we normally do which was only about 150-200 for spring. We will find out about the difference in price. Commissioner Skelly asked how many hours it takes to put that together? Do you think this is beneficial tool? Director Heitz said it takes Angie a lot of time. Yes, it's beneficial because we need the digital file for the website.

Commissioner Eads congratulates Ariana on passing her CPR/First Aid and AED. Ariana is certified and will be training all staff in CPR, First Aid and AED.

Commissioner Skelly would like to know where we are for the harbor based on the article in the paper? Director Heitz said nothing is finalized yet but it was an option to let the renters park there. Commissioner Skelly thinks it's goofy to rent out our parking spots.

Commissioner Skelly would be in favor of going back to 2 meetings a month. Feeling extremely out of the loop. Zero contact from Executive Director. Not sure how others feel. Commissioner Eads and Spriggs thinks 1 meeting a month is good. Commissioner Palmer thinks there is merit in 2 meetings a month. It allows for the board to have discussion. Commissioner Matthews thinks it's more challenging to do 2 than 1. Do we need to space things out more? Commissioner Skelly thinks we come in and think we are doing one thing but we are doing something else. Feel out of the loop and feel at the mercy of what is thrown at us and we aren't having fun. Director Heitz admits the harbor has been all over the place, getting conflicting information. Commissioner Eads feels in the loop and is enjoying himself. We have a lot of meetings already. We can accomplish everything we need to with one. Attorney Freeman said you could also go to a second meeting every other month or quarterly. Commissioner Skelly thinks we can conduct business at both meetings. Commissioner Eads reads the packet and if there are questions, he talks to Dayna prior. Director Heitz sends out as much information as possible on Fridays. Commissioner Skelly thinks the article in the paper had a spin and that's not the law. Attorney Freeman said what was quoted is the conservative approach and what we would recommend. Commissioner Eads thinks we need to clear the air. You want us to sell to Bradley. There was no spin and that's what we got from the attorney. Commissioner Eads said we can sleep on it and come back next meeting. Commissioner Matthews is trying to find out why we need 2 meetings? Do we need to go more in depth? Do you think it will alleviate? Commissioner Skelly feels much more informed with the 2 meetings. Commissioner Spriggs thinks the first hour could be informational prior. Commissioner Eads thinks if you read the packet, give her a call or me if you have questions but think twice a month is a waste of time. Director Heitz said before she was here, the board didn't get a Friday report. It takes us almost a week to put together a board packet. Are you getting more information than before I was here? Commissioner Skelly said we used to speak a lot and now

we don't. Commissioner Matthews thinks we should try another meeting a couple months and see how it goes. April 11th and May 9th will be added as Committee meeting for information and discussion.

Executive Session

NA

ADJOURN MEETING

A motion to adjourn the meeting was made at 6:21pm by Commissioner Palmer, seconded by Commissioner Eads. Upon voice vote, all ayes, motion carried.

OFFICIAL REPORTS:

1. Board meeting minutes (February 28, 2028)
2. Executive Session minutes (February 28, 2022-not for public view)
3. Bills Payable February
4. Financial Statements February
5. Harbor Feasibility presentation
6. Boat harbor renovation project
7. KVBC parking/Wi-Fi agreement
8. Ordinance #2.20 authorizing the disposition of personal property owned by the Kankakee Valley Park District
9. Superintendent of Buildings & Grounds Report
10. Superintendent of Business Report
11. Superintendent of Recreation Report
12. Executive Director Report

Respectfully submitted: Melissa Woodard